



# Foreign Affairs Manual

## VOLUME 7 – Consular Affairs

Change Transmittal: CON-406

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# 7 FAM 400 APPENDIX A REQUESTS FOR CLEMENCY, PARDON, AND RELEASE OF PRISONERS ON HUMANITARIAN GROUNDS OR OTHER REASONS

## Changes

1. This Change Transmittal issues the new 7 FAM 400 Appendix A.
2. If this issuance changed less than half the words, we formatted the changed text in *dark magenta italic*. If this issuance changed more than half the words, we did not use *dark magenta italic*. The CT line in each section shows when that section last changed.
3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1111.1).
4. The office responsible for the material in this subchapter is CA/OCS/PRI. Please direct questions concerning content substance and interpretation to this office. Administrative questions on the Foreign Affairs Manual or Handbooks can be directed to A/GIS/DIR, Office of Directives Management.

## Filing Instructions (Paper Copies)

1. Insert the new 7 FAM 400 Appendix A (CT:CON-406; 05-23-2012).
2. After inserting the material in the binder, insert this change transmittal letter immediately following the CT Checklist, then fill in the entry line for CT:CON-406 and initial.

## Distribution Notice

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues.